

**MINUTES**  
**TRANSPORTATION ASSET MANAGEMENT COUNCIL**  
**April 4, 2007**  
**Aeronautics Building**  
**Lansing, Michigan**

Meeting noticed in accordance with Open Meetings Act, Public Act 267 of 1976.

**Present**

Carmine Palombo, Chairman  
Robert Slattery, Vice-Chairman  
David Bee, Member  
Spencer Nebel, Member  
Kirk Steudle, Member

Howard Heidemann, Member  
Jerry Richards, Member  
Rob Surber, Member  
Bill McEntee, Member  
Frank Kelley, Commission Advisor

**Absent**

Steve Warren, Member  
Susan Mortel, Member

**Staff Present**

Rick Lilly- Bureau of Transportation Planning  
Stacey Schafer- Bureau of Transportation Planning  
Ron Vibbert- Bureau of Transportation Planning

**Call to order**

The meeting was called to order at 1:00 P.M.

**Approval of March 7, 2007 Minutes - Rick Lilly**

Mr. Lilly asked that the Council table the minutes to bring them back to the May meeting. **Mr. Heidemann moved to table the March minutes, supported by Mr. Richards. Motion carried.**

**Correspondence and Announcements - Rick Lilly**

There was no correspondence nor announcements to report.

**Committee Reports**

1. Administrative & Education

Mr. Palombo indicated that the committee went over the work program and added that the items are moving along as planned. The committee

had a lengthy discussion on the Executive Directives from the Governor and how they affect the Council. Mr. Palombo indicated that the committee postponed the discussion of the revisions to the Asset Management Guide until their May meeting because further corrections still need to be made.

### **Agency Reports**

There were no agency reports.

### **Quarterly Report – Rick Lilly**

Mr. Lilly handed out the quarterly report. Council members had no questions.

### **Approval of changes to Asset Management Guide – Administrative & Education Committee**

The Administrative & Education Committee recommended that the Council postpone the approval of the revised Asset Management Guide until their May meeting. **Mr. Heidemann moved that the Council postpone the Asset Management Guide approval until May, supported by Mr. Richards. Motion carried.**

### **Status Report from Conference Planning Committee – Rick Lilly**

Mr. Lilly reported that we have more than 170 participants. Plans for the conference are moving along as planned.

### **Discussion Regarding Governor's Executive Directives – Rick Lilly**

Mr. Lilly went over the Executive Directives and how they might affect the Council. In response to the Executive Directives, Mr. Lilly is recommending that Pilot Projects be suspended for the rest of the fiscal year. Mr. Lilly is also recommending that we suspend quality control checks until the next fiscal year. In addition, Mr. Lilly suggests that the Council limit the number of times they are meeting, and to only meet when absolutely needed. Mr. Steudle indicated that our contracts are not necessarily considered grants. He suggests that we take Mr. Lilly's list and then ask for a review to make sure we are complying with the Executive Directives. We need to have a good discussion on this to make sure that we are following all orders. **Mr. Steudle moved that the Administrative Committee work together with Mr. Lilly to come up with a list of essential tasks and make sure that they comply with Executive Directives, supported by Mr. Nebel. Motion carried**

Mr. Nebel indicated that the July and May Council meetings are essentials, with the hardship the state is having would it be appropriate to cancel the June and

August meetings. Mr. Palombo indicated that we need to at least try to set the schedule so we do not need to have a meeting, instead of canceling it. **Mr. Nebel moved that the Council look at canceling the June and August Council and committee meetings to save additional travel expenditures. Mr. Lilly is to keep the Council Members updated monthly on the progress of the Council, support by Mr. Heidemann. Motion carried.**

#### **May Council Meeting – Rick Lilly**

The May Council meeting is officially posted as taking place in Marquette. With the conference being canceled it needs to be moved back to Lansing. **Mr. Steudle moved that we move the meeting from Marquette to Lansing, supported by Mr. Richards. Motion carried.** The meeting will take place at the Michigan Township Associations on May 1<sup>st</sup> at 1:00pm

#### **Status Report on Asset Investment Reporting System – Rob Surber**

Mr. Surber indicated that there has been a 9% decrease in the number of reports from last year. A number of comments and suggestions have been coming in and will be available to the Council members as soon as Mr. Surber gets them organized. April 1, 2007 was the cutoff date for entering data. However, the tool will remain up and running so that agencies can continue submitting data. The system does not turn off. Mr. Surber mentioned that we have seen a 50% increase of communities submitting data via RoadSoft. Mr. Slattery questioned whether or not there was some sort of receipt indicating that data had been submitted properly. Mr. Surber indicated staff is instructed to make sure that data is indicated correctly and reply to the submitter.

#### **Presentation of Draft 2006 Annual Report – Rick Lilly**

Mr. Lilly gave the Council a presentation on the Draft 2006 Annual Report. The Council had a lengthy discussion regarding changes for the 2006 Annual Report. All changes were noted and will be made by Mr. Lilly for the final report. All additional editorial changes should be submitted to Mr. Lilly before the next Council meeting. **Mr. Bee moved that the Council direct Mr. Lilly to make the necessary changes according to the Council's feedback, supported by Mr. Richards. Motion carried.**

#### **Public Comment**

There was no public comment.

#### **Adjournment**

The meeting was adjourned at 3:30 PM.